MINUTES – MAY 22, 2019

The Caswell County Board of Commissioners reconvened in special session at the Caswell County Historic Courthouse in Yanceyville, North Carolina at 9:00 a.m. on Wednesday, May 22, 2019. Members present: Rick McVey, Chairman, Jeremiah Jefferies, Vice Chairman, Sterling Carter, Nathaniel Hall, Steve Oestreicher, David Owen, and William E. Carter. Also present: Bryan Miller, County Manager and Gwen Vaughn, Finance Director. Ashley Kirby Powell Administrative Assistant, recorded the minutes.

MOMENT OF SILENT PRAYER

Chairman McVey called back to order the reconvened FY 2019-2020 Budget work session at 9:00 a.m. and opened the meeting with a moment of Silent Prayer.

Commissioner S. Carter stated “Mr. Chairman during the moment of silence I would just ask everyone to lion us and offer our condolences, thoughts and prayers to Sheriff Durden on the passing of his father.”

PLEDGE OF ALLEGIANCE

The Board of Commissioners and all the guests in the audience recited the Pledge of Allegiance.

PROPOSED FY 2019-2020 BUDGET

Mr. Miller stated that the Board had requested the department heads to make a 5-minute presentation about their departments updates and budget request. Today we have 14 county departments schooled this morning, we will now hear from all of them. There are some who will not be able to attend due to prior engagements. They will present at a later date.

BUILDING INSPECTIONS

Mr. Miller stated that we currently do not have a Building Inspector, we have an inner local agreement with Rockingham County and a retired Building Inspector from Alamance County. We currently have the full time Building Inspector job posted along with the part time Building Inspector, position.

Commissioner Owen questioned, is the part time Building Inspector included in the budget. Mr. Miller replied, no it is not, we have no expended funds on it yet. Commissioner Owen replied, how much would this increase the budget. Mrs. Vaughn replied, roughly $30,000.00.

Mr. Miller stated, there is one additional item included in the budget for a truck for the part time Building Inspector and his recommendation to the Board was to still hire the part time Building Inspector.

Commissioner Owen questioned the projected budget under contracted services. We have a contract of $33,000.00, is that contract for the inner local agreement with Rockingham County. Mr. Miller replied no, it was put in place due to the construction of the high school and the PCC project because our Building Inspector at the time only had a level 3 certification when a level 5 will be needed on that project.

Commissioner S. Carter stated “Mr. Chairman so that $33,000.00 will cover that you think, still at this point.” Mr. Miller replied will cover those projects or… Commissioner S. Carter stated “those contracted services to get those projects completed.” Mr. Miller replied that alone with the salary line should cover our inner local agreement cost plus those projects. Commissioner S. Carter stated “and then in the spreadsheet not including the recommended budget that fulltime Building Inspector. That’s no to replace the one we just lost, is that extra request right.” Mr. Miller replied that is correct, when the Board approves positions those positions roll over even if they are vacant.

SOIL & WATER

Mr. Thompson did a brief overview of his department and they do not have an increase in their budget.

CLERK OF COURT

Mr. Miller stated that Mr. Satterfield does have an additional request that is not included in the budget and he will go over that with you.

Mr. Satterfield did a brief overview of his department and asked for an increase in his security line from $2,000.00 to $6,000.00 due to replacing broken equipment and additional cameras.

Commissioner Hall questioned about the parking lot rental payment to the town. Mr. Satterfield replied he has not received and invoice from the Town of Yanceyville in years. Mrs. Vaughn replied that they have not received an invoice since 2015. Commissioner S. Carter stated “Mr. Satterfield have you seen a written agreement pertaining to any of this.” Mr. Satterfield replied no. Commissioner S. Carter stated “could we simply call the town and ask them what the current statues of this is, communication is key in this situation.” Mr. Miller replied yes. Commissioner S. Carter stated “we don’t like assuming.”

PLANNING DEPARTMENT

Mr. Miller stated that Mr. Hoagland had an increase in his budget of $1,300.00. Those increases consist of retirement, health insurance, small tools and equipment. Mr. Hoagland stated that the purpose of this increase in small tools and equipment is to purchase a drone and camera for code compliance. Mr. Miller stated that this a joint request between Planning and Building Inspections.

Commissioner Owen stated that technology is great but we need to make sure the public is aware. Commissioner Oestreicher agreed.

Commissioner S. Carter stated “Mr. Chairman likewise I’d like to echo those comments, I do not agree even if it’s in the right away of the road if it was my property or someone I knew in the Planning Department, or whoever was taking pictures of their property. I think that’s an infringement, you’re going to upset a lot of people and you need some kind of form that they fill out and you get permission from them in all cases or else I would not be in favor of this.”

Chairman McVey questioned about licensing. Mr. Hoagland replied yes, he thinks we will need a license.

Commissioner S. Carter stated “do you get permission to take pictures with your personal camera.” Mr. Hoagland replied no. Mr. Miller replied, anything visible from the right away is public.

Commissioner Hall stated it’s a great idea, but there needs to be some training for the departments using the drone.

Commissioner Owen stated, that it is a great idea but it needs to be used with caution and make the public aware.

Commissioner Hall recommended putting a camera in the budget, so Mr. Hoagland will not have to use his personal camera. Mr. Hoagland replied a drone with a camera will accomplish that.

DEPARTMENT OF SOCIAL SERVICES

Mrs. Moorefield did a brief overview of her department and stated that there are some increases in DSS budget. There is an increase in professional services and there are monies included in the capital outlay for purchasing a vehicle. The reasoning for purchasing a vehicle is because the current vehicle is too small; there are times when they have to go pick up multiple siblings with their belongings. Also included in the budget is the cost of $30,000.00 to replace a server that is outdated. Chairman McVey questioned, is there not a new server that has not been used. Mrs. Moorefield replied yes, but it is not big enough to carry the work load. It is mainly for our printers. Chairman McVey stated we need to find out the capabilities of this server before we purchase a new one.

Commissioner Owen questioned if the server was included in capital outlay. Mrs. Moorefield replied yes.

Commissioner S. Carter stated “now is that in the manager’s budget as well or is this a separate item.” Mrs. Vaughn replied it is included. Commissioner S. Carter stated, “ok it’s in the manager budget, as well as the vehicle, in purchasing of the vehicle not leasing.” Commissioner Oestreicher replied correct.

Chairman McVey suggested to Mr. Miller that he look at leasing versus purchasing. Mr. Miller replied he was already looking into that and would have the info by this afternoon.

Mrs. Moorefield stated that there is an increase in professional services due to the need for more expert witnesses and publication in search of missing parents before they can place children up for adoption; these publications have to be ran for 3 weeks.

Commissioner Oestreicher questioned if they get any reimbursements back on publications. Mrs. Moorefield replied we get a percentage back in it. Commissioner Oestreicher questioned if the amount was netted to his reimbursements on an estimated basis. Mr. Miller replied expenses are listed as true expense of what we will pay out.

Mrs. Moorefield stated there is also an increase due to cost of drug testing. Now they are required to do 3 types of testing. Also there is an increase in legal services due to the amount additional hearings and meetings.

Commissioner S. Carter stated “Mr. Chairman just a general question how many children would you say you provide services to in the county.” Mrs. Moorefield replied 20 children are currently in DSS custody. Child protective services on an ongoing basis, has 80-100 children and there has been an increase recently.

Commissioner Hall questioned about adult protective services. Mrs. Moorefield replied yes we currently do, we also provide guardianship, and represent as payees. Commissioner Hall questioned if they have a fraud investigator. Mrs. Moorefield replied yes, part time.

RECESS

At 10:18 a.m. the Board took a brief recess, at 10:27 a.m. Chairman McVey called the meeting back to order.

PUBLIC HEALTH

Mrs. Eastwood did a brief overview of her department and their goals for this year. This fiscal year they received two Medicaid cost settlement checks. Because of that we have a fund balance going into the next fiscal year. This year we are asking the county for $94,000.00 less than last year, this maybe a once a year thing and may go back up next year. There is a change in cost due to reclassification, this is not included in the budget presented today. We are also asking for a clerical position for Environmental Health and looking at realigning Environmental Health on the pay scale; if we want to keep qualified help we need to be more competitive.

Commissioner S. Carter stated “Mr. Chairman how much is that clerical position.” Mrs. Eastwood replied $25,524.00. Commissioner S. Carter stated “with benefits.” Mrs. Eastwood replied yes.

Commissioner S. Carter stated “then again same question, why isn’t it on the spreadsheet under personnel.” Mrs. Vaughn replied it was received after the spreadsheet was created.

Mrs. Eastwood stated that in capital outlay they are requesting a vehicle for their Health Departments four Social Workers to use on home visits. Currently we are paying them mileage to use their personnel vehicles. They Environmental Health Department currently has a car and they are in need of a truck, so with that being said we want to reassign the car to the Social Workers and purchase Environmental Health a truck. We are also asking for $16,000.00 for camera’s to be installed in the Health Department and another $35,000.00 to renovate the kitchen into a meeting room and relocate some staff. Also we are looking to replace the exit signs with LED lights and have the fire panel monitored. Commissioner Owen questioned was all this included in capital outlay. Mrs. Eastwood replied it is all included.

Chairman McVey questioned how many cars are available to county employees. Mr. Miller replied that 12 cars were purchased 5 years ago, but was not sure on the total amount of cars; he recommends fleet management. Chairman McVey replied the Board needs to do an overall assessment of what departments need vehicles and decide what we want to do. Mr. Miller agreed and will bring it back to the next meeting.

Mrs. Eastwood stated that she is requesting access to the new finance software and P-cards to be assigned to their departments.

Chairman McVey questioned Mrs. Vaughn if with the new software will the Health Department have access. Mrs. Vaughn replied yes, with the new software they will have access. The current software will allow access to the Health Department and DSS. Chairman McVey replied the Health Department currently does not have access. Mrs. Vaughn replied the access is there but, Mrs. Eastwood currently does not have access. Mrs. Eastwood replied a lot of that will be a view access. Mrs. Vaughn replied only inquiry and printing. Commissioner Hall stated that is not access; access means putting data in and getting data out. Mrs. Vaughn replied no, there is availability to access it depends on how much access you want to give them. Commissioner Hall questioned have we ever used it. Mrs. Vaughn replied no. Commissioner Hall questioned has DSS ever used it. Mrs. Vaughn replied, only used for injury. Chairman McVey questioned Mrs. Vaughn has it not been used because no one has implemented it or do you think it’s not the right thing to do. Mrs. Vaughn replied we have run into problems with the technical side of it. Commissioner Hall stated what he is hearing is excuses, why did we not consolidate the uses of our computer system. Mrs. Vaughn replied, it is not because we think they don’t need to use it or want them to.

Commissioner Oestreicher questioned the access of the Tax Department with the new software, and if the new software was included in the budget that the Tax Department presented. Mrs. Vaughn replied the one the Tax Department presented was for Biotech and we are not sure how much the new software for fiancé is going to cost. The amount on the budget is for the time keeping system.

Mr. Miller stated it wasn’t a good idea for all departments to operate on the same server that our financial software is operating on. Commissioner Oestreicher questioned how is that different from what is happening now with our current software. Mr. Miller replied the financial software will be on the same server.

Commissioner Hall stated he did not understand the hesitancy to get everyone on the same server and it is time for the county to get a centralized I.T. Department. Mrs. Vaughn replied Section 8 used the software, but DSS and the Health Department does not because of the infrastructure. Mr. Miller recommended he, Mrs. Vaughn, and David Norris sit down and discuss what infrastructure we have in place and what we are capable of doing with the current system. Not all our departments are linked by fiber. We will bring it back to the next budget meeting. Commissioner Hall stated if we need fiber we need to make it happen. Mr. Miller replied, that may not be the issue maybe it needs to be cloud based.

Commissioner Hall questioned if the Tax Department had access. Mrs. Vaughn replied yes. Commissioner Hall stated we have had this capability now for 8-10 years now the system is outdated and we are looking to replace it.

Commissioner Oestreicher questioned Mrs. Vaughn is the finical software anywhere in the budget. Mrs. Vaughn replied no.

Commissioner S. Carter stated “Mr. Chairman I’m sorry to redirect, but I feel like we’ve left Mrs. Eastwood in the dark. Is there anything else that you need to talk about. Apologies.”

LIBRARY

Mrs. Griffin did a brief overview of grants that they had received for construction of the new facilities. Looking at the budget the facility is now twice the size, so there will be some increases for new services, programs and included monies for the maker’s space. Requesting $3,000.00 for maker space supplies and that the Library is open more hours per week.

* Monday-Thursday to 7:00 p.m.
* Friday close at 5:00 p.m.
* Saturday 9:00 a.m.-1:00 p.m.

Also requesting an additional Library Page due to the size of the new facilities and additional programs.

Commissioner S. Carter questioned the salary of the Page. Mrs. Griffin replied $6,000.00, no benefits, 15 hours a week.

Chairman McVey questioned Mrs. Griffin how much anticipation was she expecting if she expanded the hours. Mrs. Griffin replied in the afternoon we get a lot of afterschool traffic and people requesting the meeting room. Commissioner Owen questioned if people are paying rent to use the meeting room. Mrs. Griffin replied no, the meeting room is free during operating hours, but looking at implementing a policy on after hours’ rentals. Due to the size of the facilities there will be an increase in utilities, gas lines to replenish little libraries, and print out lines.

Mr. Miller stated there is a significant amount of money left to be paid to the contractors of the new library and we will be bringing this back to the Board in form of a budget amendment soon as we have those figures. Commissioner Owen questioned we are roughly looking at $250,000.00-300,000.00. Mr. Miller replied yes.

Commissioner Oestreicher questioned Mrs. Griffin can you not charge for the maker’s space supplies. Mrs. Griffin replied everyone gets two free a month and after that they charge. Commissioner Oestreicher questioned the small tools and equipment. Mrs. Griffin replied it is to replace computers if needed.

FAMILY SERVICES

Mrs. Gwynn did a brief overview of her department and they have a goal of opening a shelter in 2020. The Board only funds their budget 6.8%, most of their funding comes from grants. Mr. Miller stated that Family Services is driven by the conditions of the grants.

Chairman McVey questioned about what type of shelter. Mrs. Gwynn replied a domestic violence shelter. Chairman McVey replied a women domestic shelter. Mrs. Gwynn replied no, not just for women. Chairman McVey questioned if the victims now go to other counties. Mrs. Gwynn replied yes, if we cannot find them a bed at the nearest shelter, we currently have a local agreement with the local hotel and we are in the process of getting more agreements with local hotels. Chairman McVey questioned how many people are in need of this shelter. Mr. Gwynn replied since October they have provided shelter for 5 individuals and on family. Commissioner S. Carter stated “Mr. Chairman so the 6 individuals that you mentioned that was since April.” Mrs. Gwynn replied no October-December. Commissioner S. Carter stated “do we know a cost as far as establishing a shelter.” Mrs. Gwynn replied no, she has not looked into it yet. It is a goal for 2020; they will need more staff to run the shelter. Commissioner S. Carter stated “I can tell you that in nearly 2 years since I’ve been a member of this Board, that has been a very frequent question, why don’t we have one anymore. These people are hinting at a need for one and don’t want to give me specifics.” Mrs. Gwynn replied that she also has heard many people state the need for a shelter or a want for one and they are not ready to articulate it right now.

SECTION 8 HOUSING

Mrs. Turner did a brief overview of their department and one thing they have accomplished this year is getting direct deposits for land lords. They are requesting a new vehicle and there are no changes to line items in their budget.

Chairman McVey questioned how many clients are enrolled in the program currently. Mrs. Turner replied 267. We help them with their rent based on their income and there are currently 200 on the waiting list.

Commissioner Owen questioned how often these homes are inspected. Mrs. Turner replied there is an initial a first inspection before the tenant moves in, and inspections yearly unless there are damages or issues.

Commissioner S. Carter stated “with over 200 people waiting that is very concerning to think about all those different circumstances and I guess my question is, are we are just at the mercy of the Federal Government. Because your only funded for 267 is there anything we can do to help advocate.” Mrs. Turner replied she has tried to get more slots and get on different programs and she has been turned down. Commissioner S. Carter stated “how long has it been that 267.” Mrs. Turner replied roughly 20 years.

Commissioner Hall questioned Mrs. Turner why hasn’t she taken advantage of State and other housing programs that are available. Mrs. Turner replied we are not a housing authority. Commissioner Hall stated so we need to develop a housing authority. Mrs. Turner replied we do not own property we deal with HUD and we have applied for grants but have been turned down. Commissioner Hall recommended that Section 8 Housing needed to access other housing monies that are available from other surrounding counties. Mrs. Turner replied ok. Mr. Miller stated that Section 8 Housing is HUD if we want to expand and create a housing authority then we can do that and look at the other opportunities available and bring it back to the Board for the Board to make a determination. Commissioner Owen agreed.

PARKS & RECREATIONAL

Mr. Miller stated that the budget presented today was created by the previous Parks and Rec Director and that Mr. Blackstock may have some changes or additional ideas.

Mr. Blackstock did a brief overview of his department and thanked Barry Lynch and Jason Watlington for the great job they did as Interim Director. He stated that there is a light pole that needs replacing at one of the fields and asked the Board for approval to replace it. Chairman McVey questioned if he had any quotes. Mr. Blackstock replied no, he wanted to get the approval to get the quotes and get it replaced. Mr. Miller stated this is not an issue of cost it is an issue of safety. Chairman McVey agreed, get the quotes and check other poles for damage then get them fixed right away.

Mr. Blackstock stated that he is need of a utility vehicle to drag the fields. Chairman McVey suggested he to get a Greens Machine and to contact dealers. Commissioner S. Carter stated, “what about the gator we already have a quote on can that be utilized for any of these projects.” Mr. Miller replied no, it is already is going to be used by 3 departments.

Mr. Blackstock requested for the sign on Highway 86 be replaced by a digital sign. It will be safer and can get info up quicker. Chairman McVey replied get a quote, and questioned if he still wants to repave the parking lot and install an outdoor basketball court. Mr. Blackstock replied there were other concerns and a basketball court was not needed at this time. The parking lot does not need repairs, just needs restriping. Mr. Miller replied there has been a need for an outdoor basketball court and currently there are other organizations working on providing these facilities.

Commissioner Owen questioned about the mower a Parks and Rec. Mr. Blackstock replied, Mr. Cassady is taking over that. Commissioner Owen questioned it that included in your budget. Mr. Miller replied no, there currently is a need for two mowers one for Parks and Rec and one for the Maintenance Department.

Chairman McVey questioned if the damaged mower was purchased last year. Mr. Miller replied no, and he had quotes for the two new movers for $9,300.00 and it will be included in the Maintenance Department budget. Also with the new mowers he is asking the Maintenance Department to complete all the preventative maintenance on the mower at Parks and Rec. Chairman McVey questioned if the work order system that he has been asking for over the past few years was included in the Maintenance Departments budget. Mr. Miller replied yes, it is included. Chairman McVey requested Mr. Blackstock to give the Board a priority list on things that were needed a Parks and Rec. Mr. Blackstock replied ok.

FARMER LAKE

Mr. King did a brief overview of his department and stated that he included money in the budget to put a metal roof on the picnic area and his budget had decreased. There is also a need for an ATV and he can share that with other departments.

Commissioner S. Carter stated “Mr. King, several people throughout the years have asked me why we can’t swim in Farmer Lake.” Mr. King replied due to the regulations of the lake being a reservoir. Commissioner S. Carter stated “and I have heard of some reservoirs that you can swim in.” Mr. King replied, he does not make the rules and regulations. Commissioner S. Carter stated, “is there a larger authority that imposes those regulations, or is it something that the county has established.” Mr. King replied it is a county ordinance. Commissioner S. Carter stated “where would one access that paper work.” Mr. King replied, he has them. Commissioner S. Carter stated “I’d like to see a copy of it; it has been brought to my attention.” Mr. King replied ok, it would be a lot of liability and the county owns 22 miles of property around the shore line. Commissioner S. Carter stated, “my other thought would be to increase awareness and programs. Have we thought about primitive camping, maybe that would draw people to the lake.” Mr. King replied if you have swimming then you need a life guard. Mr. Miller stated it is about how many liabilities the county is willing to risk. Mr. King stated, it is a county ordinance and it can be changed. Commissioner S. Carter stated “does the Lake Board control that ordinance.” Mr. King replied yes. Commissioner S. Carter stated “I’d like to see a copy of it, the lake needs to be utilized a whole more than it is, we are not talking about a crazy freefall. There are a lot of people who would like to see that lake used.”

SOLID WASTE

Mr. Fuqua stated that for this month their department had recycled 64,520.00 pounds and profited $1,524.20. Then requested for the concrete to be repaired at the Landfill and there are some spots that need concrete. Along with cameras at dump sites, a truck, ATV, and trailer this all could come out of the scrap tire fund.

Commissioner Owen questioned if the new cameras installed would record. Mr. Fuqua replied yes.

Commissioner S. Carter stated, “general comment A.J., you’ve done a great service to this county and we appreciate all of your hard work.”

Mr. Fuqua stated that he could pay for the drone that the Planning Department has requested as well.

Commissioner Owen questioned Mrs. Vaughn, if we continue at this rate with the Solid Waste Tax will we deplete our fund with in the next 2 years. Mrs. Vaughn replied yes, within the next year. Mr. Miller stated, looks like the Board will have to raise the Solid Waste Fee about $10.00. Mrs. Vaughn agreed.

HEALTH INSURANCE FOR COIUNTY FUNDING

Mrs. Satterfield, Human Resources joined the meeting at 12:32p.m.

Mr. Miller stated that this year the county had switched brokers from Mark III to Gallagher. We are currently in the process of switching to a self-funded pool with an estimated 11% increase. Last year the Board approved to pay 100% for employees only with the base plan and $23.51 for employees only with the enhanced plan. Mr. Miller preceded to question the Board if they are interested in keeping the same structure or make the employee’s pays a portion of their health insurance.

Commissioner Owen stated, the employees will have to pay a portion if not we’ll have to raise property taxes.

Commissioner S. Carter stated “how many people participate in our health insurance.” Mrs. Satterfield replied 155 on the base plan and 103 on the enhanced plan. Commissioner S. Carter stated, “a great majority utilizes our health insurance.” Mrs. Satterfield replied yes, 258. Commissioner S. Carter stated “I think it’s key that we keep 100%, it’s not the greatest plan in the world. But the enhanced plan, that’s the extra $23.51. I think we should keep it that way.”

Commissioner Oestreicher suggested the employees pay a portion and retirees don’t. Mr. Miller replied we cannot do that it is against our policy.

Chairman McVey asked what the consensus of the Board was.

Commissioner S. Carter stated “leave it the same.”

Commissioner W. Carter stated leave it the same.

Commissioner Hall recommended employees pay a portion.

Vice-Chairman Jefferies was undecided.

Commissioner Oestreicher recommended employees pay a portion.

Commissioner Owen recommended employees pay a portion.

Chairman McVey recommended employees pay a portion.

Chairman McVey stated that the employees will pay a portion of their health insurance. Mr. Miller stated now we need to set the level of contribution.

Commissioner S. Carter stated “$25.00.” Mrs. Satterfield questioned, do you want to increase all plans by $25.00.

After a brief discussion the Board came to a consensus that the level of contribution that employees will pay for health insurance will increase by $15.00 plus the 11% increase for each plan on top of what they already pay.

Chairman McVey scheduled the next budget meeting for May 29, 2019 at 9:00 a.m.

RECESS

Commissioner Oestreicher made a motion to recess at 1:06 p.m. to be continued on May 29, 20119 at 9:00a.m., seconded by Commissioner Owen. The motion carried unanimously..

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Ashley Kirby Powell Rick McVey

Administrative Assistant Chairman